



MONTANA STATE HOSPITAL POLICY AND PROCEDURE

Inspection of Radiology Equipment, Yearly

Effective Date: March 15, 2017

Policy #: RD-03

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- I. PURPOSE:** To identify methods for yearly inspection of radiology equipment.
- II. POLICY:** Montana State Hospital (MSH) requires all radiology equipment be inspected and maintained on a yearly basis. The equipment includes generator, tube, radiology lead aprons, and CR machine.
- III. DEFINITIONS:**
 - A. Registered Radiology Technologist (RT): current American Registry of Radiologic Technologists (ARRT) and State of Montana license holder under contract to provide services to MSH.
- IV. RESPONSIBILITIES:**
 - A. Radiology Manager (Registered Radiology Technologist) will ensure yearly inspection is completed and report is properly filed.
- V. PROCEDURE:**
 - A. MSH radiology equipment will be serviced yearly through contact with Big Sky Medical Imaging.
 - B. Any problems found at the time of inspection will be repaired in a timely manner.
 - C. If problem is of a nature that the equipment is unable to be used, MSH patients are to be transported to the Community Hospital of Anaconda or Deer Lodge Medical Center for radiology services.
 - D. A report of the services will be placed in the MSH Radiology Policy and Procedure Binder located in the Medical Clinic area.
- VI. REFERENCES:** None.
- VII. COLLABORATED WITH:** Limited Permit Radiology Technologist; Associate Director of Nursing, Medical Director; Registered Radiology Technologist; and Radiologist.
- VIII. RESCISSIONS:** None, new policy.
- IX. DISTRIBUTION:** All hospital policy manuals.

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- X. ANNUAL REVIEW AND AUTHORIZATION:** This policy is subject to annual review and authorization for use by either the Administrator or the Medical Director with written documentation of the review per ARM § 37-106-330.
- XI. FOLLOW-UP RESPONSIBILITY:** Medical Director
- XII. ATTACHMENTS:** None.

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Jay Pottenger Date
Hospital Administrator

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Thomas Gray, M.D. Date
Medical Director